

## **Zoning Permits**

Zoning in the Borough of Greencastle is governed by the Borough of Greencastle Zoning Ordinance, Chapter 205, Zoning, of the [\*\*Code of the Borough of Greencastle\*\*](#)

. The Zoning Ordinance states that no building in any district may be erected, reconstructed or restored, or structurally altered, without an appropriate permit issued by the Borough. No permit may be issued unless the proposed construction or use is in full conformity with all the provisions of the Zoning Ordinance. Property owners who are uncertain of whether or not a permit is required should contact the Borough office (717.597.7143) for additional information. Zoning permits are valid for 18 months. Property owners or contractors who wish to obtain a building permit must first obtain a Zoning Permit from the Borough Zoning Officer. This permit is required to ensure the proposed use/improvement complies with the Zoning Ordinance and that any proposed additions or structures meet the applicable Zoning Ordinance requirements. An

**[application form is provided here](#)**

for reference but applicants must complete one of the Borough provided forms prior to making application. In addition to the application form, the applicant must provide a sketch showing the dimensions of the proposed improvement and its position relative to all property lines. The applicant must also sign a

**[form certifying that the contractor has worker's compensation insurance](#)**

or an

**[affadavit certifying the work is to be completed by the homeowner](#)**

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Fees for a zoning permit are due upon approval of an application and are based upon the value of the improvements to the property. In

determining the value of the improvements a resident or homeowner must include the fair market value of their labor in the overall cost of the improvements.

## **Value of Improvement**

Up to \$1,000

\$1,000 and over

\$25.00

\$25.00 plus \$1.00 for each improvement over \$1,000

# **Building Permits**

After obtaining the required Zoning Permit the applicant must go to one of two building code inspection services authorized by the Borough to obtain a building permit. Like all municipalities in the Commonwealth of Pennsylvania, the Borough must comply with the provisions of the Uniform Construction Code. The Borough of Greencastle has opted to contract out building code services. Applicants must present the Zoning Permit to the building code service provider before the provider will issue a building permit. The provider may require additional

plans or documentation, consistent with the requirements in the Uniform Construction Code, before issuing a building permit.

## **Commonwealth Code Inspection Services**

1102 Sheller Avenue

Chambersburg, PA 17202

Phone: 717.262.0081

Hours: 8:00 a.m. to 5:00 p.m. **Accredited Services**

## **Construction Code Inspection Agency**

P.O. Box 127

26 S. Potomac Street

Waynesboro, PA 17268

Phone: 717.762.7065

Hours: 8:00 a.m. to 12:00 p.m. (and by appointment)